

November 18, 2024

THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
IS SEEKING QUALIFIED
CANDIDATES FOR THE POSITION OF

FIREFIGHTER / PARAMEDIC

The Board of Fire Commissioners of the Prospect Heights Fire Protection District (PHFPD) announces a competitive examination to establish an Eligibility Register (list) for the position of full-time Firefighter/Paramedic for the Prospect Heights Fire Protection District, Cook County, Illinois.

The PHFPD will use the established list to fill vacancies in its full-time staff for a period of two years from the date the list is officially posted. Currently there are two vacancies that will be hired from this new list.

Starting annual salary is \$87,046

Top Salary is \$122,735

Pension provided. Persons already Tier 1 enter pension as Tier 1.

Other benefits list in union contract on PHFD webpage under District Information/Labor Contract.

Qualifications

- A citizen of the United States or possess authorization to work in the United States of America.
- At time of job offer, a minimum 21 years of age and not exceed 35 years of age unless qualified for waiver under statutory exemption (70 ILCS 705 Section 16.04b).
Persons not 21 years of age may still apply and test.
- A valid driver's license
- At minimum, a High School Diploma or G.E.D. certificate
- An Illinois Office of the State Fire Marshal Basic Operations Firefighter Certificate AND Hazardous Materials Operations certificate.
- At minimum, a valid Illinois Department of Public Health EMT-Basic license. ***Any applicant selected for appointment must also possess a valid Illinois Department of Public Health EMT-P (paramedic) license at time of appointment. Applicant must obtain Northwest Community Hospital EMS (ALS) System approval before appointment and must maintain the license and NWCH EMSS privileges during employment.***

Physical Agility Test

All applicants must demonstrate physical agility and muscular coordination by passing the (CPAT) Candidate Physical Ability Test and a ladder climb. All candidates must present a valid CPAT and a ladder climb card or certificate **at the time of job offer**. CPAT cards will be considered valid within one year of the date issued. It is the responsibility of the candidate to make sure that their CPAT is up to date. Any candidate not possessing a valid CPAT card at time of appointment will be disqualified. **NOTE: At time of job offer the applicant must be in possession of a valid CPAT card or certificate**

Persons may perform the CPAT by contacting:

- NIPSTA at 2300 Patriot Boulevard, Glenview, IL 60026 at 847-998-8090 or www.nipsta.org/cpat/info.aspx
- Southwest United Fire Districts, Darien, IL at 708-579-2064 or www.sufd.org
- Naperville Fire Department at (630) 420-6755 or email cpat@naperville.il.us
- MABAS 24. <http://mabas24.org/index.php/cpat> 17555 Ashland Ave., Homewood, IL 60430
info@mabas24cpat.org 708-607-CPAT (2728)

All CPAT providers charge each candidate a fee for participation in the CPAT test.

**A one-page application and full information is available from
November 19, 2024 until January 12, 2025
online at www.phfire.com under EMPLOYMENT**

Applicants placed on the Final Eligibility Register will be presented a comprehensive application to complete and submit. Any applicant selected for appointment must pass a post job offer background and criminal history investigation, psychological, and physical/medical/stress examination including drug and alcohol test.

COMPLETED APPLICATION SHALL BE SUBMITTED IN PERSON BY APPLICANT AT ABOVE ADDRESS NO LATER THAN 4:00 P.M. on **January 13, 2025**. Incomplete applications or applications lacking any of the required documents will be rejected and the applicant barred from taking the written examination.

A competitive written exam assessing the necessary knowledge and dimensions for selection as a firefighter will be held on

**Thursday, January 23, 2025 at 6:00 p.m.
or Friday, January 24, 2025 at 9:00 a.m.
or Saturday, January 25, 2025 at 9:00 a.m.**

at the Prospect Heights Fire Protection District,
10 East Camp McDonald Road, Prospect Heights, IL 60070

Applicant need only attend one session

*Applicants may order the practice "**CEB Candidate Orientation Guide**" by clicking the following link: <http://www.fpsi.com/fire-candidate-orientation-guides/>. The **CEB Candidate Orientation Guide** is a helpful tool to prepare for the exam and can be downloaded as a PDF file and saved or printed. Please read through the disclaimer on the order page in order to have a successful download. Payments will be submitted through PayPal via an account or credit/debit card. Once payment is submitted, PayPal automatically redirects you back to the FPSI site where access to the download link will be located on the Order Details-Checkout Status page. Applicants must pay close attention to ALL instructions on both FPSI and PayPal's websites in order to access the instant download successfully!*

There are two interviews: The first interviews will be conducted between February 3 and 6. The second interview will be conducted between February 17 and 20. All interviews will be conducted between 8:00 a.m. and 8:00 p.m.

All applicants who pass the written exam will be notified by the email they supplied on their application of their interview times and dates on January 27, 2025. The PHFPD is not responsible for any errors in the email address supplied by the applicant.

The score on the written exam will comprise 30 percent of the final score. The score on the interview will comprise 70 percent of the final score. Preference points will be added after the Initial Eligibility Register is posted.

Upon completion of the interviews the Initial Eligibility Register will be posted by February 20, 2025 and applications for preference points will be distributed to each person on the Initial Eligibility Register. Applications for preference points will be due no later than March 3 at 4:00 p.m. The Final Eligibility Register will then be posted by March 4, 2025.

Approved by Board of Fire Commissioners November 18, 2024.